

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1906

**Field Office
Distribution**

Notices are available on Internet at www.fsa.usda.gov/dam/forms/notices.asp. Handbooks are available on the FSA Intranet Handbook and Notice Print Files page at http://165.221.16.90/dam/handbooks/eds_index.htm for EDS locations to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

**National Office
Distribution**

Notices are available on Internet. Handbooks are printed and distributed to the National Office. Some handbooks are available in portable document format (PDF) on the FSA Intranet at <http://intranet.fsa.usda.gov/fsa/>.

**Temporary
Directives**

Temporary directives issued since the last weekly checklist are listed in this table.

| Short Reference and Effective Date | Title | For |
|---|--|--------------------------------------|
| AS-2047 7-19-02 | Reminder About What Must Be Issued as a Directive | FSA Employees |
| CM-438 7-17-02 | Disabling 2002 Initiate Reconstitution Software for Participating Farms | State and County Offices |
| CM-439 7-18-02 | Printing Reports for Incomplete Reconstitutions for the Current FY and Previous FY's | State and County Offices |
| CRP-408 7-17-02 | Donations of 2002 Special Emergency Haying and Grazing of CRP Acreage | State and County Offices |
| DCP-16 7-18-02 | Determining Double-Cropped Acreage of Covered Commodities | State Offices and Service Centers |
| DCP-17 7-19-02 | Cropland Information | State and County Offices |
| FLP-258 7-18-02 | Servicing Department of Justice (DOJ) Judgment Accounts | State and County Offices |
| FLP-259 7-18-02 | Implementing the Farm Security and Rural Investment Act of 2002 (the Act) Emergency Loans for Seed Producers Program | State and County Offices |

Continued on the next page

National Procedure Checklist No. 1906 (Continued)

**Temporary
Directives
(Continued)**

| Short Reference and Effective Date | Title | For |
|---|--|--|
| LD-521 7-22-02 | AD-1026 Requirement for the National Dairy Program Titled Milk Income Loss Contract (MILC) | State and County Offices |
| LD-522 7-23-02 | Requesting Information About Missed Payments for Dairy Market Loss Assistance (DMLA) I, II, and III | State and County Offices |
| LP-1854 7-17-02 | Changes to 2002 Commodity Loan Rates and Loan Differentials | State and County Offices |
| PM-2313 7-17-02 | Position Management in County Offices | State and County Offices |
| RM-232 7-18-02 | Closeout of 2001 Data Reconciliation Report Software | State and County Offices |
| SIP-40 7-24-02 | Implementing Supplemental Stewardship Incentive Program (SIP) Funding for Forest Pests | KY, NV, NM State and County Offices, State Foresters, and Service Foresters |
| TB-1048 7-16-02 | 2002 Burley Tobacco Designation Information: Additional Changes | Burley Tobacco State and County Offices |
| TB-1049 7-23-02 | Tobacco Loss Assistance Programs Payment Options Lockout | Tobacco State and County Offices |

Continued on the next page

National Procedure Checklist No. 1906 (Continued)

Permanent Directives

Permanent directives issued since the last weekly checklist are listed in this table.

| Short Reference and Effective Date | Title | For |
|--|---|--------------------------|
| 1-FI (Rev. 13) Amend. 8 7-22-02 | Processing Payments Initiated Through the System 36 | State and County Offices |
| 2-LP Rice (Rev. 8) Amend. 25 7-17-02 | Loans and Loan Deficiency Payments for Rice | State and County Offices |
| 1-NAP (Rev. 1) Amend. 11 7-24-02 | Noninsured Crop Disaster Assistance Program for 2001 and Subsequent Years | State and County Offices |

Procedure Notices

None

Obsolete Directives

Directives made obsolete since the last weekly checklist are listed in this table.

| Short Reference | Date of Obsolescence | Made Obsolete By |
|------------------------|-----------------------------|-------------------------|
| DCP-15 | 7-19-02 | DCP-17 |
| TB-1041 | 7-16-02 | TB-1048 |

Continued on the next page

National Procedure Checklist No. 1906 (Continued)
USDA/FSA

| Prefix | Form No. | Edition Date | Form Title | Filename(s) | Stocked By | Unit Issue | Used By | WDC Directives | File Code <u>1</u> / | Remarks |
|--------|--------------|--------------|--|----------------|-----------------|----------------------|---|----------------------------|----------------------|---|
| CCC | 21 | 12-23-96 | Supplement to Commodity Credit Corporation Storage Agreements | nofile.htm | Electronic Form | MP/2 Head to head | KCCO | 1-IM, 12-AO | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 119 | 11-13-90 | Rice Marketing Certificate Application | nofile.htm | RPL | Sheet | Counties | 12-AO, 2-LP(RICE) | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 633 LDP | 06-08-01 | Loan Deficiency Payment Certification and Application | CCC0633LDP.pdf | Electronic Form | MP/2 | State and County Offices | 8-LP | N/A | This form is available electronically in the PDF-Audio format. |
| CCC | 640 | 07-05-96 | Livestock Feed Program Certifications of Eligibility | nofile.htm | RPL/PDF/WP | Set/2 | Counties | 8-DF, 12-AO, 25-AS, DF-296 | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 648 | 11-18-98 | American Indian Livestock Feed Program Region Designation and Feed Loss Assessment | nofile.htm | RPL/PDF/WP | MP/2 | Indian Tribes in Applicable State Offices | 1-DAP(AILFP) | N/A | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 651 | 07-09-96 | Contract to Participate in the Emergency Livestock Feed Program | nofile.htm | RPL/PDF/WP | Sheet | Counties | 8-DF, 12-AO, 25-AS, DF-296 | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 651 Appendix | 03-14-94 | Appendix to Form CCC-651, Contract to Participate in the Livestock Feed Program | nofile.htm | RPL/PDF/WP | MP/4 | Counties | 8-DF, 12-AO, 25-AS | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |

Note: Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

National Procedure Checklist No. 1906 (Continued)
USDA/FSA

| Prefix | Form No. | Edition Date | Form Title | Filename(s) | Stocked By | Unit Issue | Used By | WDC Directives | File Code <u>1</u> / | Remarks |
|--------|-------------------|--------------|--|-------------|----------------------------|------------|----------------|---|----------------------|---|
| CCC | 651 DRAP Appendix | 07-09-96 | Appendix to Form CCC-651, Contract to Participate in the Disaster Reserve Assistance Program | nofile.htm | RPL/PDF/WP | MP/4 | Counties | DF-296, 8-DF | | This form is obsoleted as a result of the E-Form Project and is no longer needed. Destroy all stock. |
| CCC | 651-B | 07-05-96 | Change in Livestock Numbers, Feed Availability, or Feed Loss, Addendum to Form CCC-651 | nofile.htm | RPL/PDF/WP | Sheet | Counties | 8-DF, 12-AO, 25-AS, 61-FI, DF-296 | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 652 | 07-05-96 | Application Worksheet | nofile.htm | RPL/PDF/WP | MP/5 | Counties | 7-CP, 8-DF, 12-AO, 25-AS, 1-PL, DF-296 | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 653-A | 05-07-90 | Application for Livestock Preservation Donation Program | nofile.htm | RPL | Sheet | Counties | 8-DF | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 657 | 05-07-90 | Grain Delivery Order (Non-Transferable) | nofile.htm | CG | MP/6 | Counties | 8-DF, 1-FI, 12-AO, 12-PS, 25-AS, SCOAP Release #303 | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 658 | 07-05-96 | EFP Worksheet for Changes in Livestock Feed Numbers, Feed Loss, and Feed Available | nofile.htm | RPL/PDF/WP | Sheet | Counties | 8-DF, 12-AO, 25-AS, DF-296, 1-PF | LFP6 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CCC | 728 | 07-28-94 | CMA Membership List | nofile.htm | Computer generated by COOP | Sheet | COOP, Counties | 7-CN, 1-CMA | PE3 | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| CRP | 41 | 04-15-96 | Conservation Reserve Program Early Termination Agreement | CRP0041.pdf | Electronic Form | Sheet | County Offices | | CRP4 | This form is available electronically in the PDF-Audio format. |

Note: Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

National Procedure Checklist No. 1906 (Continued)

USDA/FSA

| Prefix | Form No. | Edition Date | Form Title | Filename(s) | Stocked By | Unit Issue | Used By | WDC Directives | File Code <u>1/</u> | Remarks |
|--------|-----------|--------------|---|----------------------|-----------------|-------------------|-----------------------------|--------------------------------|---------------------|--|
| FSA | 382 | 07-26-00 | Lamb Meat Adjustment Assistance Program (LMAAP) Payment Application (1 year) | nofile.htm | RPL/PDF | MP/2 Head to head | Counties | Notice LD-492 | N/A | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| FSA | 432-1 | 06-04-02 | Farm Family Record Book (Consist of Form FSA-431-2, pages 1-4) | FSA0432-0001.pdf | Electronic Form | MP/19 | FSA | 1924-B | | Checklist 1903 inadvertently stated to destroy old stock. Use up old stock. |
| FSA | 561 | 02-25-88 | Farm Operating Plan for Payment Limitation Review for an Individual | nofile.htm | KC | Sheet | Counties | 12-AO, 7-LP, 1-CM, 3-CM, 25-AS | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| FSA | 561-A | 02-08-88 | Farm Operating Plan for Payment Limitation Review for a Limited Partnership, Corporation, Estate or Trust | nofile.htm | KC | Sheet | Counties | 12-AO, 7-LP, 1-CM, 5-CM, 25-AS | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| FSA | 561-B | 02-08-88 | Farm Operating Plan for Payment Limitation Review for Joint Venture or General Partnership | nofile.htm | RPL/XPW | Sheet | Counties | 12-AO, 7-LP, 1-CM, 5-CM, 25-AS | | This form is obsoleted as a result of the E-Forms Project and is no longer needed. Destroy all stock. |
| FSA | 1927-1 NC | 07-16-02 | Real Estate Deed of Trust for North Carolina | eFSA1927-0001-NC.fml | Electronic Form | MP/5 | North Carolina State Office | Notice FLP-234 | Position 5 | This form is new and available electronically. Discontinue using RD 1927-1 NC. Read Notice FLP-234 for further information. PDF-Audio version will be forthcoming. |

Note: Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

National Procedure Checklist No. 1906 (Continued)
USDA/FSA

| Prefix | Form No. | Edition Date | Form Title | Filename(s) | Stocked By | Unit Issue | Used By | WDC Directives | File Code ^{1/} | Remarks |
|--------|-------------|--------------|--|----------------------|-----------------|-------------------|--|---|-------------------------|--|
| FSA | 1927-1 TX | 07-16-02 | Real Estate Deed of Trust for Texas (Also Contains FSA-1927-1A TX, Purchase Money (Vendors Lien) Rider, FSA-1927-1B TX, Refinancing Rider, and FSA-1927-1C TX, Homestead Improvement Construction Rider) | eFSA1927-0001-TX.fml | Electronic Form | MP/10 | Texas State Office | Notice FLP-234 | Position 5 | This form is new and available electronically. Discontinue using RD 1927-1 TX. Read Notice FLP-234 for further information. PDF-Audio version will be forthcoming. |
| FSA | 1980-28 | 07-20-01 | Preferred Lender Application for Guarantee | FSA1980-0028.pdf | Electronic Form | MP/2 | County Offices | Referenced in FSA PN No. 120, 2-FLP Lender and Notice FLP-214 | Position 3 | This form is available electronically in PDF-Audio format. |
| FSA | 1980-88 | 02-17-99 | Farm Loan Programs Guaranteed Writedown Worksheet | FSA1980-0088.pdf | Electronic Form | MP/2 | FSA | 2-FLP | Position 2 | This form is available electronically in PDF-Audio format. |
| FSA | 2101 | 07-15-02 | DD FLP Oversight Report Guide | FSA2101.PDF | Electronic Form | MP/11 | State and County Offices | 1-FLP, FSA PN Issue No. 109. | N/A | This form was revised and is available electronically. Destroy old stock. |
| FSA | 2102 | 07-15-02 | Report and Summary Schedule for DD FLP Oversight Reviews | FSA2102.PDF | Electronic Form | MP/2 | States and County Offices | 1-FLP, FSA PN Issue No. 109. | N/A | This form was revised and is available electronically. Destroy old stock. |
| KC | 337 | 06-19-01 | Rate Schedule | KC0337.DOC | Electronic Form | MP/2 Head to head | EOD | | | Now available in Microsoft Word fillable format. |
| MQ | 76-C Burley | 05-18-01 | Burley Tobacco Marketing Card (for Contract Tobacco) | nofile.htm | KCAO | Plastic Card | Burley State and County Offices, and Burley Tobacco Receiving Stations | 14-TB | N/A | This form was reprinted to replenish stock at the K.C. Warehouse. Tentative delivery date is 09-03-02. Back orders will be filled automatically. Order only if needed. |
| SF | 1199-A | 06-87 | Direct Deposit Sign-Up Form | SF1199A.pdf | Electronic Form | MP/2 | State and County Offices | 28-PM, 115-FI, 1-SIP, 25-AS | | This form is available electronically in the PDF-Audio format. |

Note: Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

^{1/} Filing codes pertain only to State and County Offices.